**Appendix B. Example of a form for the evaluation of the performance of the student by the internship supervisor.**

**Internship Evaluation Wageningen University**

**Report of the final evaluation meeting at the end of the internship period**

Name student: Registration number:

Company/Organisation:

Name supervisor(s): Email address:

Date of final evaluation meeting :

1. **The task(s) of the student during the internship period:**

(summary of the internship plan)

1. **The results of the work during the internship period:**

(short description of results, confidentiality, oral and written reporting)

1. **Performance of the student during the internship period**

(energy, interest, responsibility, independency, punctuality, cooperation, 360° review, etc.)

1. **Judgement on the student from the internship supervisor:**

(mark a category, if possible, the personal skills mentioned below)

For a description of the marks within these categories use the rubric in Appendix E.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Assessment of professional skills** | **2-3** | **4-5** | **6** | **7** | **8** | **9-10** |
| Initiative and creativity |  |  |  |  |  |  |
| Insight in functioning in another organisation |  |  |  |  |  |  |
| Adaptation capacity |  |  |  |  |  |  |
| Commitment and perseverance |  |  |  |  |  |  |
| Independence |  |  |  |  |  |  |
| Handling supervisor’s comments and development skills |  |  |  |  |  |  |
| Time management |  |  |  |  |  |  |
| Presentation; graphs, structure |  |  |  |  |  |  |
| Oral presentation and defence |  |  |  |  |  |  |

1. **Student’s opinion about his/her future career**

(and the advice of the internship supervisor(s)

Name and signature of the internship supervisor: Name and signature of the student:

Date: Date:

To be filled in by Wageningen University:

Name and signature of the responsible internship coordinator of Wageningen University.

Date: Course code: